

1994

MINUTES
ATHENS-CLARKE COUNTY LIBRARY BOARD
January 11, 1994

The meeting was called to order at 4:00 on January 11, 1994, by Chairman Weeks. Present were Mrs. Weeks, Chairman, Mr. Tritt, Mr. Berryman, Miss Copeland, Ms. Davis-Barnett, Mr. Dendy, Mrs. DuPree, Mr. Eberhard, Mr. Firor, Mrs. Hertz, Mrs. Lockamy, Mrs. Nourse and Mr. Ruffin. Also attending were Mrs. Ames, Library Director, and Mrs. Walker, Assistant Director; Mr. Hodgson and Mrs. Shields, outgoing Board members. Mr. Wilkins was excused.

Mrs. Weeks presented plaques to Mr. Hodgson and Mrs. Shields in recognition and appreciation for their ten years of service as Library Board Members, and noted that there was also a plaque for Mrs. Allen who was unable to attend. She then presented the book, Rodgers & Hammerstein to the Library in honor of Mrs. DuPree's tenure as Athens-Clarke Library Board Chairman; in recognition of Mr. Hodgson's service as Chairman of the Library Building Committee, the book Athens, Georgia: A Treasury of Historic Architecture will be placed in the Heritage Room.

Minutes

Minutes of the October 12, 1993, meeting were approved as mailed upon motion from Mr. Firor, second by Ms. Copeland.

Financial Report

The report was presented for information. At present, all categories are within budget.

Committee Reports

There were no committee reports.

Director's Report

Mrs. Ames thanked Mrs. Weeks for planning to attend the Legislative Luncheon on January 12, and noted that several members of the Friends will attend along with trustees from Oglethorpe and Madison Counties. She also thanked Board members for writing to the Governor and the legislative delegation about technology funding and the bookmobile. These efforts made a tremendous difference. The technology grant, rather than being a single grant of \$17,500 for the regional system, will now be a grant of \$17,500 for every library throughout the state. She discussed the legislative priorities: 9 cents per capita improvement for materials and maintenance and operations; construction; additional funding for technology; and an increase in the Director's supplement for the first time in 40 years.

The Friends of the ACCL will be having their annual book sale on Feb. 22-26. Book Warehouse will be donating several pallets of new books and they have received a large number of donated titles from the University of Georgia. They plan to use the proceeds to purchase large puppets for the Children's Department, video equipment including camera and tripod, and recording equipment. A CD music collection has been discussed and will

depend upon the proceeds of this sale. All will be very welcome additions!

Mrs. Walker updated the Board on the plans for automation upgrades. The Universe upgrade will be in January followed by a software upgrade in February. Both upgrades will require that the computer network be shutdown for two days. On February 4, the new CD-ROM access will be installed for public use, and will also be available to patrons who choose to dial-in for information.

Unfinished Business

The Landscaping project is underway, and should be completed by mid-February. Tree labels are now affixed.

New Business

Mrs. Ames discussed the budget request that has been sent to Athens-Clarke County following a meeting of the Executive Board and the Finance Committee. The request is for \$1,142,708, nearly \$270,000 more than in fiscal years 1992, 1993, and 1994. The staff has had virtually no salary increase in those three years due to a freeze on our budget. This request would place all clerical staff on Athens-Clarke County's equivalent pay schedule entry level for each classification.

The Library has received an opinion from Mr. Peter Hodgson of Trust Company Bank about collateralization of our accounts. The letter and accompanying documentation will be referred to the Finance Committee for review and action if necessary. Mr. Firor made a motion to give the Chairman authority to sign the collateralization agreement if the Finance Committee recommends this, second from Mrs. DuPree, and unanimous vote. The Finance Committee will also begin reviewing our accounts with Trust Company, and will look at the possibility of securing higher interest rates.

A proposal from local artist Mary Porter was presented. Ms. Porter would like to develop an artist initiated grant application to the Georgia Arts Council. After some discussion, Mrs. Weeks appointed an Ad Hoc Committee to meet with Ms. Porter to clarify some aspects of the proposal. Serving on the Committee will be Mrs. Hertz, Mr. Ruffin, Mrs. Nourse, Mrs. Lockamy, Mrs. Weeks, and Mrs. Ames.

The Library requested authorization to apply for a Vista Volunteer who would assist with the Learning Center programs. Mr. Dendy made the motion to approve this application, second from Mrs. Hertz, and unanimous vote.

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The Sara Hightower Regional Library(Rome), their Board and the City and County Commissioners have been sued for their policy which restricts use of meeting rooms. Our policy and relevant Supreme Court opinions will be referred to the Policy Committee for review.

Other Business

The Board came to a consensus that the stairwell area will be reserved for a future art project. The original plan was to have a competition open to all regional artists and to secure a grant for a portion of the cost. This is still the Board's desire.

The meeting was adjourned at 5 PM.



Kathryn S. Ames, Secretary

AD HOC COMMITTEE ON MARY PORTER ARTIST-INITIATED GRANT
MINUTES
January 18, 1994

Attending the Ad Hoc Committee meeting were Mrs. Nourse, Mrs. Weeks, Mrs. Lockamy, Mrs. Hertz, Mr. Ruffin, Mrs. Ames, Mrs. Walker, Nancy Lukasiewicz from the Lyndon House, and artist Mary Porter.

The Committee met with Mrs. Porter to resolve some questions the Board had raised at the January 11 meeting. Mrs. Porter and Mrs. Lukasiewicz discussed artist-initiated grants which are given to artists for specific projects based on the merit of past work. There will be some documentation and paperwork required from the Library as a part of the grant.

The procedure will be for Mrs. Porter to get the application, determine what paperwork will be required from the Library, and submit the application. When the grant is awarded, she will then work with the Ad Hoc Committee on the design, size, and placement. According to the grant application, the Library would have final acceptance rights, but Mrs. Porter will work closely to be certain her design meets Board expectations.

The grant has a deadline of April 1. The consensus of the Committee was to move forward on the grant application. Mrs. Porter will provide the Committee with the program guidelines and sponsor obligations prior to this date.

The meeting adjourned and members of the Committee viewed possible locations for a large painting, but no firm location has yet been determined.

FINANCE COMMITTEE MEETING
MINUTES
January 20, 1994

Attending the meeting of the Finance Committee were Mrs. Davis-Barnett, chairman; Mr. Berryman; Mr. Tritt; and Mrs. Ames. The purpose of the meeting was to discuss recent correspondence about requirements for collateralization. There are four conditions which must be met according to law. There is one change in the procedure which clarifies that Trust Company Bank is pledging collateral against our accounts; that this action is approved by the Bank's Board of Directors; and that they recognize their legal obligation to the Library.

The Committee recommended that Mrs. Weeks as Chairman of the Board sign the agreement, and that we request certified copies of the Bank minutes whenever our collateral position is changed.

The Committee also discussed looking for higher interest payments on our deposits. Mrs. Davis-Barnett suggested that the Board may want to consider bidding out our banking services in the future. She will send Mrs. Ames copies of RFP's she has used in the past. No action was recommended at this time.

ATHENS REGIONAL LIBRARY BOARD

January 20, 1994

The January meeting of the Athens Regional Library System Board of Trustees was called to order at 3:30 on January 20 by Mrs. Weeks, Chairman. Attending from Madison County were Mrs. Sweeney, Mrs. Carithers, and Mr. Ginn substituting for Mrs. Haygood; from Oglethorpe County were Mrs. Toney, Mr. Downs, and Mrs. Clark; from Clarke County were Mrs. Weeks and Mr. Tritt; and from Franklin County was Gen. Phillips. Also present were Mrs. Ames, Director; Mrs. Walker, Assistant Director; and Mrs. Driver, Extension Manager. There was no representative from Oconee County. Mrs. DuPree of Clarke County, Mrs. Telford of Franklin County and Mrs. Stancil from Oconee County were excused.

Mrs. Weeks introduced new members of the Board and the officers present.

Minutes

The minutes of the October 21, 1993, meeting were approved as mailed upon motion by Mrs. Toney, second by Mrs. Sweeney, and unanimous vote.

Financial Report

The Financial Report was presented for informational purposes.

Regional Reports

Mrs. Toney reported for Oglethorpe County. The proposed library was on the front page of the Oglethorpe Echo along with a description of the design and interior. The Friends are working to help with the costs of some extras such as shutters on windows and additional equipment.

Mrs. Carithers reported that the Madison County Library package is about ready to be bid as well. She noted that there had been several concerns about the JTPA program in Madison County and frustrations over the lack of approved students. In the past, the Literacy Center served all students who were eligible under JTPA guidelines; new regulations were enacted locally and without communication that restricted eligibility to those students who scored at the eighth grade reading level or better. This has reduced the pool of qualified students and leaves a great number of potential students unserved. We will be searching for resolution either by getting changes in the guidelines or finding alternative funding to reach those students. New Madison County officers will be elected in April. The Library is now open seven days a week and there has been a lot of Sunday use. A new senior center is being constructed next to the Library and we will begin thinking of potential services in conjunction with this agency.

General Phillips reported that there are plans to meet with the various funding agencies in the county in May to develop a

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long range plan for library funding. Funding continues to be an issue which should be resolved soon. The Franklin County Library Board is quite excited about the technology grants which will provide connectivity to the region, and allow schools in the county to access information as well. And the Royston Library Advisory Committee is beginning to gear up for the annual Summer Reading Club activities.

Mrs. Driver reported that Oconee County continues to boom. Circulation is growing, particularly in Bogart. There were no representatives present because Mrs. Stancil had just had surgery, Mrs. Wynn has moved to Clarke County, and no replacement has yet been named for Mrs. Johnson. This will be taken care of at the January meeting and by appointments by the Commission and Board of Education. The feasibility study for the addition and renovation of the Oconee County Library in Watkinsville will be completed on Feb. 2 and presented to the Board. The Building Committee will also consider a proposal to build a new Bogart Branch Library in FY96. Both projects will require action within the next few weeks.

Mrs. Ames reported for Athens-Clarke County. Primary activities focused on the budget proposal which was presented to the County Commissioners on January 7 which requested \$269,632 more this fiscal year for salary improvements, additional telephone lines, and increases in Worker's Compensation. Hearings will be held in February, April and May. This issue is particularly critical since 22 employees have left the library in the past year, most to take higher paying jobs in the Athens community. The ACCL Board has received a proposal for an artist-initiated grant for artwork which is being reviewed; landscaping is finally underway for installation of a bike rack, benches, and pavers.

Director's Report

Mrs. Ames thanked all Board members for attending the Legislative Luncheon and passed on comments from Rep. Alan Powell. She also thanked them for writing to the Governor and our legislative delegation about changing the allocation of lottery funds from a single grant to each regional system to grants based on the number of service outlets. She urged members to now write or call Senate members to request inclusion of Talking Book Centers on this list of eligible outlets. Another result of direct contact was that the funds for a new bookmobile have been included in the Supplemental budget. She also discussed other legislative priorities for the regular FY95 budget package.

The Friends of the Athens Clarke County Library will be having a book sale Feb. 22-26. Book Warehouse is donating six pallets of 500 books each for the sale, and the University of Georgia has given us nearly 3000 collectible books from their

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donated materials. It should be an excellent fund raiser for this group. Proceeds will be used to purchase puppets, buy video equipment, and perhaps to begin a CD music collection.

Mrs. Gene Weeks, Library Board Chair, will participate on a panel at the Public Library Association meetings to be held in Atlanta in March. Her presentation will be on collaborative efforts in developing the Heritage Room and other examples of cooperation with outside agencies and organizations.

Old Business

The Oconee County Library Board expects to hear a final report on the Feasibility Study for an addition and renovation of the Oconee County Library in Watkinsville on February 2. At that time, the Board will decide how to proceed. The Board was asked to authorize the Oconee County Library Board to proceed with the pre-application phase for the addition and renovation project and for the construction of a new Bogart Branch Library, pending a meeting with various funding officials. Mr. Downs made the motion to approve the request, second by Mrs. Carithers, and unanimous vote.

New Business

Out of state travel authorization was requested for three trips: Mrs. Ames, Mrs. Walker, and Ms. Taylor to Jacksonville, Florida, to Mumford Books; Mrs. Walker, Mrs. Belanger, and Mrs. Firestone to Hampton, Virginia, for annual Dynix meeting; and Ms. Colegrove to Washington, D.C., to meet with the National Endowment for the Humanities to discuss a \$200,000 Challenge Grant. Motion to approve out-of-state travel was made by Mrs. Toney, second by Mrs. Clark, unanimous approval.

Mrs. Driver discussed the bookmobile grant of \$75,000 and emphasized that the funds must be spent by June 30, 1994, and the vehicle received. To expedite this process, she requested authorization to develop a contract not to exceed \$3000 total with consultant Russ Topping to develop the specifications for a new vehicle, to review bids, to monitor construction, and to train employees in regard to upkeep and maintenance. This contract was approved upon motion by Mrs. Clark, second by Mrs. Toney, and unanimous vote. Mrs. Weeks appointed an ad hoc committee to work with Mrs. Driver in making the final decisions on the vehicle. Those members will be Mr. Downs, Mrs. Stancil, Mr. Tritt, Mrs. Sweeney, and Mrs. Ames.

Mrs. Walker reviewed the Regional Technology Plan that was approved in 1989. We have implemented Phase I and II; technology grants will enable us to implement Phases III and IV. A revised version of the Plan, including upgrades planned for the network and enhancements in the CD network, were distributed and dis-
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cussed. Our contract with consultant Susan Baerg Epstein remains in force, and we will ask Ms. Epstein to negotiate the contract amendments necessary for Phases III and IV. Mr. Downs made the motion to approve the revised Regional Technology Plan and to empower Ms. Epstein to secure the best possible prices on equipment, second from Mrs. Toney, and unanimous approval.

Alternates for the Oglethorpe County Library were discussed. The alternates will be "deduct" alternates from the base bid and will be considered in the following order:

1. Deduct grading of the site, based on site preparation undertaken by the Oglethorpe County Commission.
2. Deduct alternate for granite veneer of new library.
3. Deduct alternate for paving and base.

Mrs. Carithers made the motion to approve these deduct alternates, second by Mrs. Sweeney, and unanimous vote.

Mrs. Weeks announced that a book recognizing Mrs. DuPree's leadership as Regional Board Chairman will be placed in every library in the Region. She also showed the Board the new book on Athens history that is being placed in the Heritage Room collection in recognition of Mr. Peter Hodgson's role not only as Vice Chairman of the Board for many years, but as Building Committee Chairman for the Athens construction project.

Mrs. Weeks reviewed the contents of the information packet each member received including the 1994 calendar, telephone extensions in Athens, list of the legislative delegation and their addresses for the region, the regional goals for 1994, and special dates of events for this quarter.

There being no further business, the meeting adjourned at 5:10 PM.


Kathryn S. Ames, Secretary

ATHENS CLARKE COUNTY LIBRARY BOARD
MINUTES
April 12, 1994

The quarterly meeting of the Athens-Clarke County Library Board was called to order at 4:00 by Chairman Weeks. Mrs. Weeks introduced Carolyn Smith who will be serving in an ex-officio capacity from the Clarke County School District and Mr. Mike Hamby who is a candidate for the CEO post on the Commission.

Present were: Mrs. Weeks, Mr. Berryman, Ms. Copeland, Mrs. Davis-Barnett, Mr. Dendy, Mrs. DuPree, Mr. Eberhard, Mr. Firor, Mrs. Hertz, Mrs. Lockamy, Mrs. Nourse, Mr. Tritt, and Mr. Wilkins. Excused is Mr. Ruffin; absent is Mr. Elkins; absent and post declared vacant is Mr. Logue.

The Financial Report was presented for Information.

Committee Reports followed.

PUBLIC RELATIONS: Mr. Eberhard reported that this new committee is just getting organized. He felt that generally, the Library had quite good public relations, so the Committee's emphasis will be on the development of a long term public relations plan that will complement the Library's strategic plan. He plans to invite a faculty member to the summer meeting to discuss how Board Members might deal with crisis issues such as censorship.

FOUNDATION FOR LIBRARY DEVELOPMENT: Mr. Wilkins reported that the Committee had met, was in the process of surveying other Foundations in Libraries, and would have a report in July.

FINANCE: Mrs. Davis-Barnett reported that the Committee reviewed the collateralization question and had been in touch with Trust Company Bank about it. Mr. Berryman noted that the Committee also discussed rotating deposit accounts among the various banks in Athens.

POLICY ISSUES: Mr. Berryman reviewed two policies that needed some revision. 1) Meeting Room wording was changed to include the following statement: "The library has the duty to uphold the Constitution of the United States and the State of Georgia and reserves the right to decline to accept reservations for activities which could cause a constitutional violation." Motion to approve from Mrs. DuPree, second from Ms. Copeland and unanimous vote.

2) Fax fees to locations outside the Athens Regional Library System which have no reciprocal agreements with the library will be billed \$1 per page. Motion to approve from Mr. Firor, second from Mrs. Hertz, unanimous vote.

Mr. Firor suggested that the Library duplicate the entire policy manual and have the copies available at the Reference and Front Desks. Mrs. Ames agreed to do this.

BOOK ACTION: Mrs. Nourse noted that two videos had been challenged during the quarter. After reviewing them, a letter was sent to the parents who had expressed concern about the contents of the videos stressing the parents' responsibility to monitor what their children are checking out. A gift of the Friends of the Library--two video preview units--will enable parents to view portions of videos before checkout.

FRIENDS: Mrs. Nourse reported that the Friends had netted over \$5000 on the annual book sale. Proceeds will be used to purchase puppets, the 2 preview units, a camcorder, and books on tape.

DIRECTOR'S REPORT: Mrs. Ames reported that the legislative session was both productive and unproductive. The good news is that communication with the legislators and governor paid off--we received grants for each of the libraries in the region rather than one single grant. This enabled the Library to plan for extension of automated services to all locations and to improve the central system which serves all branches. Construction projects were also approved including two in our region (Madison and Oglethorpe). And a new bookmobile will be purchased thanks to a \$75,000 grant through the Community Affairs Department. However, there were no improvements in either materials grants or maintenance and operations funds. For 1995, the Georgia Council of Public Libraries will be requesting improvements in the materials and M&O grants, construction, and technology funding.

Censorship continues to be an issue and a staff committee has been formed to review policies; this committee will have a presentation in July for the regional board.

The auditors have finished their review of the region's accounts and found two exceptions: fixed assets and the store inventory. Neither of these exceptions were related to the management of funds, rather the reporting format used.

Mrs. Ames thanked the Board for encouraging staff to attend the recent Public Library Association meetings in Atlanta. Chairman Gene Weeks was invited to participate on a panel discussing successful partnerships between the library and other organizations. She focused her comments on the Heritage Room and the diverse support for historical collections.

There were several security issues in the past quarter. An off duty policeman was hired to work from 3-6PM daily because of numerous incidents outside of the facility after school. There have been several incidents of employee thefts and the staff is investigating the purchase of several video cameras for specific areas. Safety and security will also be a topic for an in-service workshop for staff.

UNFINISHED BUSINESS

1. The final Athens-Clarke County Building Report was presented. A final audit and report was submitted to the State Department of Education and approved.
2. The Library received two bids for the erection of a sign at the corner of Dudley Drive and Baxter Street. Mr. Firor made the motion to accept the low bid from Davis Sign Company for \$7,764.70, second from Mr. Tritt, unanimous vote.
3. Budget. Mrs. Weeks was informed that the CEO recommendation for the Library's increase was \$16,200 which would be added to the personnel budget. She noted that this was far below the requested level. Mr. Wilkins requested that the Board find a way to resolve this issue and Mr. Firor suggested cutting hours significantly. Mrs. Weeks referred the issue to the Finance Committee with instructions to bring recommendations to the July meeting.

NEW BUSINESS

1. The Library will honor requests for children's library cards when the application is signed by a mentor who agrees to accept responsibility for returning materials checked out by the child.
2. A long range planning meeting will be held in the Fall. Board members were asked to suggest names of facilitators and possible topics to be covered.
3. Mrs. Ames reviewed the Public Library Association meetings held in Atlanta.
4. Mrs. Walker reported on a cooperative technology grant that was developed by the School District, Library, hospitals, Navy School, and Bell South. It was submitted to the Department of Commerce and grants will be awarded in September. Mrs. Walker, Mrs. Ames, Mrs. Weeks and Mrs. Smith were a part of the committee.

OTHER BUSINESS

1. Because Mr. Logue had moved out of the county and had missed three meetings, his position was declared vacant. Mrs. Weeks appointed Mr. Wilkins as a substitute to the Regional Board until a new member is appointed by the Commission.
2. Mrs. Walker discussed the dial-in access to the CD-ROM products and offered diskettes to those with computers and modems.

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3. Mrs. Weeks named a Nominating Committee consisting of Mrs. DuPree and Mr. Eberhard to seek a nomination for the position of Vice Chairman.

PUBLIC COMMENT

There were no public comments.

The meeting was adjourned at 5:50 PM.



Kathryn S. Ames, Secretary

ATHENS REGIONAL LIBRARY SYSTEM
MINUTES
April 21, 1994

The April quarterly meeting of the Athens Regional Library System Board of Trustees was called to order at 3:30 PM by Mrs. Weeks, Chairman. Mr. Chuck Cunningham was introduced as a new member from Oconee County and Mr. Tom Wilkins was introduced as a substitute for Athens-Clarke County.

Attending from Oconee County were Mrs. Stancil and Mr. Cunningham; from Franklin County were Mrs. Telford and General Phillips; from Oglethorpe County were Mrs. Toney and Mrs. Clark; from Madison County were Mrs. Carithers, Mrs. Sweeny, and Mr. Ginn; and from Athens-Clarke County were Mrs. DuPree, Mrs. Weeks, Mr. Tritt, and Mr. Wilkins. Mrs. Ames and Mrs. Walker represented the Library Administration.

Minutes of the January 20, 1994, meeting were approved as mailed upon motion of Mrs. Clark, second from Mrs. Carithers, unanimous vote.

The Financial Report was presented for review. Mr. Tritt presented several budget amendments in the following categories: Utilities, Equipment (to include lottery technology grants), Supplies, Travel, and Bookmobile. These changes were approved upon a motion from Mrs. Carithers, second from Mrs. Clark and unanimous vote.

Regional reports followed.

MADISON COUNTY: Mrs. Carithers reported that the Madison County construction project came in well under budget on the base construction budget. The Board plans a ground breaking on April 24, and has invited all local dignitaries as well as regional board members to attend. The literacy program continues to operate, but new rules put into place by the Private Industry Council limited eligibility of some clients and kept enrollment under 40 students. This month, there were 5 clients who had completed the GED and 4 who had entered Athens Tech. Finally, she reported that circulation had remained steady, but use of the facility has increased dramatically.

OCONEE COUNTY: Mrs. Stancil reported that the building program development for both a new Bogart Branch Library and an addition and renovation project for the Oconee County Library in Watkinsville are underway. In the fall, the Board will begin a review of the Long Range Plan and the implementation of it. The Board has already received several major commitments for memorials for the new facility. Chief is a pledge from the Rotary Club for funds for the Sharon Johnson Children's Area and a gift from the Breedlove family.

FRANKLIN COUNTY: Mrs. Telford reported that the Franklin County Library Board had voted to close the Carnesville Branch which should have the effect of strengthening the branch libraries in Royston and Lavonia. General Phillips reported that he has scheduled a meeting of the Commission, Board of Education, and the City Councils to discuss the budget and unmet needs of the libraries in the county.

OGLETHORPE COUNTY: Mrs. Toney reported that after nearly 10 years of discussion, there WILL be a new library in Oglethorpe county. The bids were received, and while slightly over the budgeted amount, the low bid will be recommended for approval. The county is providing much of the preliminary site preparation and has encountered serious granite, which is being blasted.

ATHENS-CLARKE COUNTY: The library in Athens has received several gifts during the quarter including:

\$3000 from the Pilot club for a Learning Center computer

\$3000 from the Crawford Long Medical Society for books

\$500 from the Kiwanis Club for a puppet theater

\$7500 from the Friends for puppets, VCR preview units, Camcorder, and books on tape.

The Winterville Library has been enjoying the benefits of being on-line with the Dynix system and has borrowed a large number of books for local patrons.

The Library sponsored Crime Time which attracted nearly 175 people to a session with British Crime Authors.

DIRECTOR'S REPORT: Mrs. Ames reported that the legislative session was both productive and unproductive. The good news is that communication with the legislators and governor paid off--we received grants for each of the libraries in the region rather than one single grant. This enabled the Library to plan for extension of automated services to all locations and to improve the central system which serves all branches. Construction projects were also approved including two in our region (Madison and Oglethorpe). However, there were no improvements in either materials grants or maintenance and operations funds. For 1995, the Georgia Council of Public Libraries will be requesting improvements in the materials and M&O grants, construction, and technology funding.

Censorship continues to be an issue and a staff committee has been formed to review policies; this committee will have a presentation in July for the regional board.

The auditors have finished their review of the region's accounts and found two exceptions: fixed assets and the store inventory. Neither of these exceptions were related to the management of funds, rather the reporting format used.

Mrs. Ames thanked the Board for encouraging staff to attend the recent Public Library Association meetings in Atlanta.

Chairman Gene Weeks was invited to participate on a panel discussing successful partnerships between the library and other organizations. She focused her comments on the Heritage Room and the diverse support for historical collections.

OLD BUSINESS

1. The Technology Plan which was reviewed and approved in January has now been approved by the state and equipment will be purchased and installed by June 30. Included will be the expansion of the Dynix system to allow all branches connectivity, to allow access to the CD-ROM network, and some communication charges. Kids' Cat will be installed in 9 locations; new personal computers and printers will be installed in various locations, light pens will be purchased, and a fax will be purchased for the Madison County Learning Center.

2. The new bookmobile is under construction and delivery is anticipated by June 30. The bookmobile staff will visit the construction company in May to make final finish selections.

3. Prudence Taylor made a brief presentation about a fund raising workshop she attended during the Public Library Association and distributed some information.

NEW BUSINESS

1. The contract for the Madison County Addition for \$157,567 with Ingram Construction of Athens was approved upon motion by Mrs. Clark, second by Mrs. Toney and unanimous vote.

2. The contract for the Oglethorpe County Library Addition for \$556,500 with the Joel Turner Construction Company of Elberton was approved upon motion by Mrs. Carithers, second by Mrs. DuPree and unanimous vote.

3. Change Order I for the Oglethorpe County Library was also approved; this CO was for a deduct of \$40,130 for work on the site being completed by the county. Motion by Mrs. Carithers, second by Mrs. DuPree, and unanimous vote.

4. The contract for architectural services for the design and renovation of the Oconee County Library in Watkinsville with the firm of Sides and Pope was approved upon motion by Mrs. Toney, second by Mr. Tritt, and unanimous vote.

5. The contract with Eagle Bookmobiles, Inc. for \$45,000 was approved upon motion from Mrs. Clark, second from Mrs. Telford, and unanimous vote.

6. Final consent on the recommendation to close the Franklin County branch in Carnesville was made upon motion from the Franklin County Board, second by Mrs. DuPree, and unanimous if reluctant approval.

7. A statement which will be included in all library meeting room policies was recommended following a review of recent court cases. The statement, "the Library has the duty to uphold the Constitution of the United States and the state of Georgia and reserves the right to decline to accept reservations for activities which could cause a constitutional violation," was approved following a motion by Mrs. Sweeny, second by Mr. Tritt, and unanimous vote.

8. Effective July 1, 1994, the Out-of-Region Fee will be increased from \$10 to \$15 to more accurately reflect the cost of library services provided. Motion by Mrs. Clark, second by Mrs. DuPree, and unanimous vote.

9. A special collection from the Davison School of Decatur which specializes in speech and hearing services will be accepted by the Library and a special collection designated. Motion to accept the collection from Mrs. Clark, second by Mr. Wilkins, Unanimous vote.

10. Out of state travel was approved for the following staff members:

Bookmobile personnel to travel to Florida to Eagle bookmobiles. Eagle will pay all travel costs.

Janet Wright to Talking Book Center meeting in Denver. (TBC budget will cover trip.)

Marsha Carlan to Museum Store Conference in Miami. (store proceeds to cover expenses.)

Julie Walker to Dynix meeting in Durham, NC.

Kathie Ames and Gene Weeks to Emergency Preparedness meeting in Miami.

Motion to approve travel requests made by Mr. Ginn, second from Mrs. Clark, unanimous vote.

There was no other business and the meeting was adjourned at 4:45 PM.


Kathryn S. Ames, Secretary

MINUTES
ATHENS-CLARKE COUNTY LIBRARY BOARD
JULY 12, 1994

The meeting was called to order at 4:00 on Tuesday, July 12, 1994, by Mrs. Weeks, Chairman. Present were Mrs. Weeks, Mr. Berryman, Ms. Copeland, Mrs. Davis-Barnett, Mr. Dendy, Mr. Eberhard, Mr. Elkins, Mr. Firor, Mrs. Lockamy, Mrs. Nourse, Mr. Pollock, Ms. Smith, and Mr. Wilkins. Mrs. Hertz and Mr. Ruffin were unable to attend. Also present were Mrs. Ames, Mrs. Walker and Mrs. Hartel. Guests present were Mr. John Jefferies and Mr. Mack Coile.

Mrs. Weeks introduced the newest Board member, Mr. Phil Pollock, who is filling the unexpired term of Tom Logue. Mr. Pollock has been a volunteer in the Talking Book Center for many years and a Friend of the Library.

The minutes of the April 12, 1994, meeting were approved as mailed. The Financial Report was received for information. Because this meeting occurred at the beginning of the fiscal year, the budget for fiscal 1994 was reviewed. Total income for 1994 was \$991,644, expenditures were \$990,310.05. The balance of \$1,334 will be added to the FY1995 budget. Gifts of \$22,831 were received during the year and most were for designated items with the balance used for book purchases.

Mrs. Mary Jean Hartel was introduced as the Young Adult Librarian. She requested that the Board consider a lock-in at the Library in December for sixth and seventh grade students. The Friends will provide the funds for the event as well as food; the maximum number of children allowed to register would be 30; and there would be a maximum number of adult supervisors. Mr. Firor and Mr. Pollock made the motion and second to approve this followed by a unanimous vote. Mrs. Lockamy volunteered to help with the event.

Committee Reports

Mrs. Weeks reported that the Nominating Committee recommended Mr. Berryman for Vice Chairman of the Athens Board and as a member of the Regional Board; this nomination was approved by acclamation.

Mrs. Davis-Barnett reported for the Finance Committee. Mrs. Barnett, Mrs. Ames, and Mr. Hodgson met with the Commissioners to discuss the FY95 budget. At that meeting, they discussed the library's salaries in comparison to County salaries and discussed adjusting the Winterville hours. The FY95 budget devotes 75.5 percent of the funds to salaries and benefits, 10.9 percent to utilities and the balance to other operating expenses. This represents an increase over the FY94 breakdown which dedicated 71.7 percent to salaries and 10.8 percent to utilities. Emphasis for the future is once again expected to be on salary improvement and expanded hours for the Winterville Library.

The Committee recommended that the Board use a portion of the Library's reserve fund to match the 2.5 percent salary increase provided by the County for all clerical employees. The motion from the Finance Committee was seconded by Mr. Wilkins and Mr. Firor and was approved with unanimous vote. A note of appreciation from the Board will be included with each employee's check this month along with an explanation that this increase is a supplement and will not necessarily continue to the next fiscal year.

Mrs. Barnett also discussed the reserve question which is an issue with some members of the Commission. She plans to discuss it in more detail at the next meeting, but said the cash flow was the key to this issue.

Mr. Wilkins discussed the Foundation for Library Development as a longterm vehicle for improvement for the Library. Clay Bryant has agreed to set up the incorporation papers and file for the 501(c)3 status. Mrs. Weeks suggested that the Committee develop the bylaws for the Foundation and bring them to the next meeting, second from Mr. Firor, and unanimous vote.

Mrs. Nourse reported that the Friends sponsored Family Fun Day in May but the lack of publicity led to a smaller, but enthusiastic crowd. The fall meeting will feature an author.

Mrs. Lockamy reported that the Winterville Board had met and asked how that Board might be able to obtain more hours. After some discussion, Mrs. Lockamy said the Winterville Board would meet with Winterville Mayor Whitehead to discuss the possibility of the City contributing the \$2500 needed to open more hours and Mrs. Ames would contact all Athens Clarke County members about the meeting so that they could attend and support the local request.

Mr. Eberhard discussed the need for a full public relations plan and announced that there was a possibility that the Library could be a site for interns from UGA this fall. He also discussed crisis management of potential problem areas. One example is censorship and the need to respond appropriately. He suggested that the Library needed to be prepared, to know how to respond appropriately, to determine who will decide the answer to issues, and to decide who will speak for the organization. He suggested that the Board begin to identify potential questions and develop a set of answers to those questions.

Mr. Wilkins made the motion that Dr. Eberhard write a letter to the Editor of the Athens Newspapers stating the board position on a recent SPLOST article. Mrs. Lockamy seconded the motion, and the vote was unanimous.

Director's Report

The ACCL just issued its 50,000th library card! The Friends of the ACCL worked with the Northeast Georgia Chapter of the International Reading Association to collect materials for donation to shelters in Albany housing flood victims. They collected several barrels of children's books and games which were then transported to Albany.

Terry Trotochaud of Duplicating Systems has placed a color copier in the reference department and will split the proceeds with the Library. This is one of the most requested items of equipment, and is expected to be very popular.

Mrs. Ames reported that the library has just received notification of a federal Department of Education literacy grant for \$34,997 to provide family literacy services to the 25 low-income daycare centers in the five counties.

The Library also received a grant from the Georgia Humanities Center for "Homeplace: a Reading and Discussion Series" that will feature authors Terry Kay, Dori Sanders and the works of Flannery O'Connor.

The Teens, Crime, and the Community Program is progressing well and the final "graduation" ceremony will be held on July 29 with Michael Thurmond as the speaker. Students will provide a program of poetry, extemporaneous speech, and dance. The Program, funded by the JTPA program, featured reading and math enrichment activities, guest speakers who discussed the crime problems in Athens, and other programs including tutoring students at Rocksprings, field trips, and a newspaper component.

The Library Store reported a profit of \$15,862 for the year ending June 30. Marsha Carlan is the store manager and volunteer coordinator for the Library.

Thanks to the efforts of Trustee Tom Wilkins, the Library will benefit from a program sponsored by the Athens Regional Medical Center and St. Mary's hospital. These two institutions cooperated on the joint purchase of the Health Resource Service, a CD-ROM package that provides extensive health information for the public. Access to this software will be through the Dynix dial-in service or on selected equipment in the Library. Kermit diskettes are needed to dial in to the network for full compatibility and Mrs. Walker had them available for free distribution.

The Rendezvous with Destiny program is now underway. Brent Tozzer has been hired to conduct interviews on videotape with World War II veterans and their families. He will conduct interviews in all five counties by appointment and copies of these

video interviews will be on file in the Heritage Room. Participants will be asked to sign a release so that copies may be made for archival purposes.

Mrs. Weeks, Mrs. Walker and Mrs. Ames discussed the programs they attended at the recent American Libraries Association meetings held in Miami Beach. Mrs. Weeks attended a program on promoting the Library; Mrs. Walker, a program on the future of technology; and Mrs. Ames, a program on safety and security of buildings and staff.

Unfinished Business

Mrs. Walker reported that both Mary Porter and Elizabeth Barton had received grants from the Georgia Council for the Arts for public art in the Library. Mr. Wilkins made the motion for the ad hoc committee to meet with both artists to review their designs and plans, then to have the authority to act on behalf of the Board; second from Mr. Firor; unanimous vote. Mr. Ruffin, Mrs. Lockamy, and Mrs. Nourse serve on the Committee.

Mrs. Weeks discussed the Long Range Planning effort which will begin this Fall and will continue on into the Winter. This process will begin with a facilitator working with the Board to review the goals and mission and to identify the needs for the future. From this large group session, she anticipates that the Board will then break down into Committees which may then involve staff, Friends, Commissioners, and patrons as the objectives become more identified.

New Business

Mrs. Weeks discussed the Library's SPLOST proposal for adding one million dollars for library materials. At this time, the county attorney has ruled that library books may not be eligible on their own. The Board has requested that Rep. Louise McBee obtain an opinion from the Attorney General. If the Attorney General rules that this proposal is not eligible, the Board will work on an alternative proposal.

Mrs. Ames discussed the contract proposed between the Library and the Athens-Clarke County Government. After discussion of several points in the contract, the Board suggested that the Finance Committee review the proposal and act. Motion from Mr. Wilkins, second from Mr. Eberhard, unanimous vote.

The Library has had numerous requests from Library patrons who walk to the facility from the Beechwood and Lanier Gardens area for a pathway. The County investigated this request and stated that some American with Disabilities issues might be involved as well as some liability concerns. They will review

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this. Mr. Dendy made the motion that the County be asked to build such a pathway or ramp; second from Mr. Firor; unanimous vote.

Public Comment

Mr. Jefferies and Mr. Coile both spoke about the need for participation in the upcoming primary elections for county government.

There being no further business, the meeting was adjourned at 6:00 PM.



Kathryn S. Ames, Secretary

MINUTES
ATHENS REGIONAL LIBRARY SYSTEM BOARD
JULY 21, 1994

The quarterly meeting of the Athens Regional Library System Board of Trustees was called to order at 4:35 on July 21, 1994, by Mrs. Weeks, Chair.

Present were Mrs. Toney and Mrs. Clark from Oglethorpe County; Mrs. Carithers and Mrs. Sweeney from Madison County; Mrs. Stancil from Oconee County; and Mrs. Weeks, Mrs. DuPree, Mr. Tritt, and Mr. Berryman from Clarke County. There were no representatives present from Franklin County. Mrs. Ames and Mrs. Walker attended.

Mr. Bill Berryman was introduced as the newest member of the Board. Mr. Berryman is the Vice Chair of the Athens-Clarke County Library Board.

The minutes of the April 21, 1994, meeting were approved as mailed.

The financial report for fiscal year 1994 was presented and approved upon motion by Mrs. Stancil, second by Mr. Berryman, unanimous vote. Mrs. Ames is working with the library's business office to have a better format for this report by the October meeting.

The preliminary budgets for FY 1995 were presented for the region, for the Talking Books Center, and for the use of Maintenance and Operations funding. All three budget proposals were approved upon motion from Mrs. Toney, second from Mrs. Clark and unanimous vote.

Regional reports

Mrs. Toney reported that the Oglethorpe County Library Board was continuing to work on the budget. For the present time, this Board will operate under the same level of funding as in the present year, but will work with the Commission to make adjustments as completion of the new facility nears. The City of Lexington has agreed to provide \$500 per year toward operational expenses. Other cities in the county are also being asked to contribute. Progress on the building continues as the roof scaffolding has been put into place. The Board is most excited.

Mrs. Carithers reported that the Madison County Library addition is proceeding at a rapid pace. Bids will be let on the furniture and equipment in September. There was a challenge to a book which is being handled by the local board. The summer reading club activities have been well-attended and participation has been excellent.

Oconee County also has many construction plans on the burner, according to Mrs. Stancil. The plans for the addition and renovation of the Oconee County Library in Watkinsville are moving along quickly. While an architect has not yet been selected for the Bogart project, it is expected that one will be hired this fall. Bogart's library will be approximately 3000 square feet and the Watkinsville Library will add nearly 5000 square feet to that building and update all of the interior, heating and air conditioning, roof, and exterior.

In Franklin County, all books have been removed from the Carnesville Library which officially closed on June 30. The books were sent to the Royston and Lavonia Libraries. Bar coding has begun for both Franklin County locations with the anticipation that Royston will be "live" in October followed by Lavonia in November. Madison and Oglethorpe Counties will follow as their construction projects are completed.

Athens-Clarke County is beginning a new planning cycle and the Board is planning to hire a consultant to work with the Board to develop the strategic plan for the next five years. The Library Board is also working on the special local option sales tax package. The Attorney General ruled that the tax cannot be used to purchase books unless they are a part of a construction project. The Board is looking for ways to accomplish this.

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Unfinished Business

There was a report that the new bookmobile delivery had been delayed because of the flooding in South Georgia and the closure of Interstate 75. It should be arriving in early August. Mrs. Walker discussed the implementation of the Technology Project.

New Business

1. The Board delegated authority to the Oglethorpe County Library Board to accept the lowest qualified bid for furnishings upon a motion by Mrs. Carithers, second by Mr. Tritt, unanimous vote.
2. The Board delegated authority to the Madison County Library Board to accept the lowest qualified bid for furnishings upon a motion by Mrs. Clark, second by Mrs. Toney, and unanimous vote.
3. The Board authorized the Oconee County Library Board to work with DPLS to obtain final schematic and design development plans for the Oconee County Library upon motion by Mrs. Clark, second by Mr. Berryman, and unanimous vote.
4. The Board authorized the Athens-Clarke County Library Board to approve a contract with the Athens-Clarke County Unified

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Government for their annual budget allocation which will be \$889,276 for fiscal 1995, upon a motion from Mrs. Clark, second by Mrs. Toney, and unanimous vote.

5. The Board approved the JTPA contract of \$43,522 to provide literacy services in Madison County upon a motion by Mrs. Clark, second by Mr. Berryman and unanimous vote.

There was no public comment.

The Holiday Schedule for FY1995 was presented. The only change in schedule is that because January 1, 1995 falls on a Sunday, the Library System will be closed on Monday, January 2.

There was no further business and the meeting adjourned at 4:40 PM.



Kathryn S. Ames, Secretary

MINUTES
ATHENS-CLARKE COUNTY LIBRARY BOARD OF TRUSTEES
October 11, 1994

The October meeting of the Athens-Clarke County Library Board of Trustees was called to order at 4:00 PM by Mrs. Weeks, chair. Present were Mrs. Weeks, Mr. Berryman, Mr. Dendy, Mr. Tritt, Mr. Eberhard, Mrs. Davis-Barnett, Mr. Elkins, Mrs. Nourse, Mrs. Hertz, Mr. Ruffin, Mrs. DuPree, Mr. Firor, Mr. Pollock, and Mrs. Lockamy. Mrs. Ames and Mrs. Walker were also present. Miss Copeland was absent.

The minutes of the July 12, 1994, meeting were approved as mailed.

Because the Board had participated in a day-long training program, the agenda was expedited. Mrs. Ames' report was presented in writing and several issues were reviewed. Mr. Eberhard reported that a senior level public relations class will work with the Library to develop a plan which will be included in the strategic plan. Dr. Lynne Sallet is coordinating the effort. Mary Porter's art project is underway, and the Board will be invited to see the progress in the coming months. The sign for the Library's entry has been ordered and will be installed in November.

Mrs. Weeks reminded members that the deadline for applicants to the Library Board is October 20. Each board member received the application form which must be submitted to the Athens-Clarke County Commission. Interviews will be held in November. There are four vacancies on the Board, and Miss Copeland and Mrs. Hertz are eligible for reappointment. Mrs. DuPree is not eligible and there is a vacancy created by the resignation of Mr. Wilkins.

Because the Library is a part of the SPLOST (Special Local Option Sales Tax package), Mrs. Ames requested clarification of the Library's policy on civic and political activity. Mr. Pollock made the motion to allow the Library to provide materials of an informational or educational nature, second from Mr. Dendy and a unanimous vote of approval.

A letter was received from Rabbi Gerson regarding use of the small conference room. It was tabled for more information.

The Library must designate specific individuals as compliance officers within the organization. Mr. Eberhard made the motion, second from Mrs. Lockamy to approve Janet Wright as the ADA compliance officer, Kathryn Ames as the sexual harassment officer, and Mrs. Gene Weeks as the Civil Rights Officer. This was approved by unanimous vote.

E.H. Culpepper has asked the Library to consider locating a small library kiosk in the Fire Hall portion of the new Civic Center. Mrs. Ames will obtain information and pricing on the structure and the Board will meet with Mr. Culpepper after the first of the year.

Mrs. Weeks thanked everyone for participating in the workshop and for staying for the meeting. There was no further business and the meeting adjourned at 5:00.



Kathryn S. Ames, Secretary

MINUTES
ATHENS REGIONAL LIBRARY BOARD OF TRUSTEES
October 20, 1994

The Fall meeting of the Athens Regional Library System Board of Trustees was called to order at 3:30 PM by Chairman Weeks. Present from Clarke County were Mrs. Weeks, Mr. Tritt, Mrs. DuPree, and Mr. Berryman; from Madison County were Mrs. Carithers and Mrs. Sweeny; from Franklin County was Gen. Phillips; from Oglethorpe County were Mr. Downs and Mrs. Toney; and from Oconee County was Mrs. Stancil.

MINUTES:

The minutes of the July 21, 1994, meeting were approved with two corrections. The minutes will be amended to show that Mr. Ginn was present and Mrs. DuPree was excused.

FINANCIAL REPORT:

The financial report was received for information. Mrs. Ames has contacted other library systems in the state and continues to search for a better reporting system.

REGIONAL REPORTS:

Mrs. Carithers reported that the building program in Madison County is progressing well with a projected January completion. There are still some concerns over the JTPA-funded literacy program and the lack of referrals to it. However, Athens Tech is going to provide a teacher 8 hours per week to help with students who are testing below the eligibility levels. The Friends have been very supportive of the Library and have donated \$3500 to the new building. In addition, Paul Eddy is presenting a program for the Friends later in October.

Mrs. Stancil reported that Dr. Gene Lanier of East Carolina University will be presenting a workshop on Intellectual Freedom for the Oconee County Library Board in November. The Superintendent and selected administration will be invited to attend along with the Board. The Board has just completed a review of the Library's long range plan and found that some goals had been met, some were still to be implemented. The main emphasis is to build a stronger, coordinated effort with the schools, and that is well underway. Building applications have been submitted to the State Department of Education for the Oconee County Library addition and for a new facility in Bogart. Both projects require legislative approval and could begin after July 1, 1995. The Friends of the Bogart Library are planning a Halloween event on Oct. 31, and a Community Christmas Sing on December 8.

Mrs. Toney reported that the Oglethorpe County Library Board continues to work for improved funding and expanded staff, particularly when the new facility opens there in early 1995. The building is progressing after several weather related delays and

it is expected that construction will be completed in February. In the meantime, the Friends are busy with fund raising for several special additions to the project.

General Phillips reported for Franklin County. There have been several changes to the Board and to the Boards of the funding agencies. This combination may help improve the funding situation. Increased funds have been received from both Royston and Canon City Councils. The Carnesville Library was closed in July and the bookmobile now visits that community regularly. General Phillips reported that the county enjoyed the greatest participation in the Vacation Reading Club in recent years and that local business and industry gave funds to support this effort.

Mrs. Weeks discussed the long range planning effort that the Athens-Clarke Board is undertaking this year. The Board has met once to establish the mission and vision, will meet again later in October to determine values and beliefs, and then will begin to include staff, Friends, and interested community members.

Julie Walker, Assistant Director, then reported on the Reference Workshop held for all reference and branch staff. The two-day program encouraged reference interview skills, searching techniques, and solving patron requests.

DIRECTOR'S REPORT

Mrs. Ames noted that the Library had received several grants:

1. Kidmobile--convert the old bookmobile to one that will serve preschool children in the low-income daycare centers in the region.
2. Job Launch--to build a stronger career and business reference collection.
3. Homeplace--a book discussion series funded by the Georgia Humanities Council
4. Federal Department of Education Literacy Grant to expand the family literacy effort throughout the region. This grant will enable us to work with daycare providers, children and their parents to encourage family reading.
5. Single Parent Boost which was presented in two public housing neighborhoods over a 6-week period.

MaryAnne Driver, Extension Manager, was invited to participate in Tell It, sponsored by the University of Wisconsin, but held in Decatur, Ga. She learned techniques for getting the public more involved with our special programs and for evaluation.

Rendezvous with Destiny has been completed for this year. Brent Tozzer who conducted the interviews accepted a position with the Florida Bureau of Folklife. Library volunteers are now making copies of the interview tapes and they will soon be available for circulation.

UNFINISHED BUSINESS

The approval of the low bid for the furniture and equipment for the Oglethorpe County Library totaling \$81,54.24 was voted following a motion by Mrs. Carithers, second from Mr. Downs, and unanimous vote.

The low bid of \$39,998.20 for furnishings and equipment for the Madison County Library was approved following a motion from Mrs. Toney, second from Mr. Tritt, and unanimous vote.

NEW BUSINESS

Mrs. Betty Belanger chaired a staff committee to review the Collection Development Policy. She reviewed the policy and suggested changes to reflect new facilities, expanded automation, and newer formats available. The revised policy was approved upon motion from Mrs. Toney, second from Mrs. DuPree, and unanimous vote.

Interlibrary Loan Fines and Policy were discussed. Patrons borrowing materials from other libraries must return materials by the date due. The Board recommended that the policy be amended to state that "when the borrowed item is five days or more overdue, library borrowing privileges will be suspended until the borrower's record is cleared." This motion was made by Mr. Downs, second by Mrs. Toney and unanimous vote.

The Oconee County Library Board requested authorization to disseminate an RFP for the Bogart Library project, to interview and to select a firm to provide architectural services. Mrs. Toney made the motion to authorize this process, second from Mrs. DuPree, unanimous vote.

Mrs. Ames requested approval to hire Susan Baerg Epstein who had written the original automation plan, negotiated the system contract, and oversaw implementation, to update the region's technology plan in light of the anticipated receipt of approximately \$200,000 of lottery funds in the Spring of 1995. Cost would be shared by the region. Mr. Downs made the motion, second by Mr. Berryman, and unanimous vote.

PUBLIC COMMENT

Mrs. Weeks thanked the Board for assisting with the Bookmobile Tour throughout the region, and for getting every member in every part of the region to participate.

There being no further business, the meeting adjourned at 5:00.



Kathryn S. Ames, Secretary